



**CULTURE AND ARTS COMMISSION
AGENDA**

Thursday, March 21, 2019 • 6:30 p.m. • San Bruno City Hall, 567 El Camino Real, Room 115

WELCOME TO OUR COMMISSION MEETING

If you wish to speak on an item under discussion by the Commission and appearing on the agenda, you may do so upon receiving recognition from the Commission Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. Please state your name and address; if you are representing an organization, please state the name of the organization. In compliance with American Disabilities Act, individuals requiring accommodations for this meeting should notify us 48 hours prior to meeting (616-7180).

Please note: Commission policy allows a maximum of three (3) minutes for individual comments.

1. **CALL TO ORDER/ROLL CALL:** Chair Pamela Gamble, Vice Chair Melissa Rohlfs, Jeanne George, Pamela Madden, Janet Monaghan, Judith Puccini, Melodie Tobin.
2. **PLEDGE OF ALLEGIANCE:**
3. **REVIEW OF AGENDA:**
4. **ACCEPTANCE OF THE MINUTES:** February 21, 2019
5. **CONSENT CALENDAR:**
6. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Commission's policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Commission from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Commission may, at the discretion of the Commission, be scheduled for consideration at future meetings.)
7. **UNFINISHED BUSINESS:**
8. **NEW BUSINESS:**
 - a. Commissioner Duties and Responsibilities Training
 - b. Cancellation of April 2019 Meeting
9. **ITEMS FROM COMMISSION MEMBERS:**
10. **ITEMS FROM STAFF:**
 - a. Update for Community Day Art Project
11. **ADJOURNMENT**

The next Regular Culture and Arts Commission Meeting will be held on Thursday, April 18, 2019 at 6:30 p.m. at City Hall, 567 El Camino Real, Room 115, San Bruno.

**** POSTED PURSUANT TO LAW ****



MEETING MINUTES

Culture and Arts Commission February 21, 2019

1. **CALL TO ORDER/ROLL CALL:** Chair **Gamble** called the meeting of the Culture and Arts Commission to order at 6:35 p.m. Commissioners Present: Chair Pamela Gamble, Jeanne George, Pamela Madden, Janet Monaghan, Judith Puccini, Vice Chair **Melissa Rohlfs**, and **Melodie Tobin**. Staff Present: Joanne Magrini and Tim Wallace.
2. **PLEDGE OF ALLEGIANCE:** Commissioner **Madden** led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** **MSC Tobin/Puccini**. Accepted unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:** None.
8. **NEW BUSINESS:**
 - a. Community Day in the Park Children's Art Project – Discussion about art projects that the children can take home with them and about having a face painter. **MSC Tobin/Madden** for Parks and Recreation staff to decide on the art project/s and to have face painting.
9. **ITEMS FROM COMMISSION MEMBER:**

Commissioner Tobin presented pictures of simple art that Redwood City does on their sidewalks. They cast shadows and paint art on the cement below it.
Superintendent Wallace will contact Redwood City to get more information.

Commissioner Puccini stated that the gallery (527 San Mateo Avenue) will have high school student art next week. Also Skyline College will be having an upcoming show.
10. **ITEMS FROM STAFF:**

Superintendent Wallace stated Community Day will be June 2nd. **Director Magrini** stated that we are trying to get sponsorships for Community Day.

Superintendent Wallace stated that the March meeting will have some training for the Brown Art and other commission protocols.

Superintendent Wallace stated that the City Attorney was contacted about using City art funds in schools. It can be done provided the funds directly benefit the students.

Superintendent Wallace stated that we will going to City Council about the City owned signal boxes on March 12th. The State owned boxes will be tackled once the San Bruno boxes are completed.

11. **ADJOURNMENT:** With no other business to be conducted, **Chair Gamble** adjourned the meeting at 7:25 p.m.



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

DATE: March 21, 2019
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Commissioner Duties and Responsibilities Training

BACKGROUND:

Three Culture and Arts Commissioners have been members of the Commission for one year or less. Two of those commissioners have not received any training in regards to the legal duties and responsibilities they hold as commissioners. At the February 2019 Commission meeting several commissioners indicated they would welcome a discussion of their duties and responsibilities.

DISCUSSION:

Marc Zafferano, San Bruno City Attorney, will present to the Commission their legal duties and responsibilities, including the Brown Act. Commissioners will be given the opportunity to ask questions of Mr. Zafferano regarding commissioner duties and responsibilities.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

DATE: March 21, 2019
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Cancellation of April 2019 Meeting

BACKGROUND:

At the February 2019 Commission meeting it was determined that there would not be quorum present for the April 2019 meeting. It was suggested that the Commission cancel the April meeting.

DISCUSSION:

The Commission will discuss and vote on cancelling the April meeting.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.